

Cass City Planning Commission Meeting
Minutes of February 16, 2022

PRESENT: Jennifer Gray, Colleen Langenburg, Joe Leeson, Erik Tamlyn,
Village President Dan Delamarter

Excused: Gary Barnes, Heather Severance

Village Staff Present: Village Manager Debbie Powell, Clerk/Treasurer Nanette Walsh

Meeting was called to order at 7:00 pm by Gray

Motion by Leeson, supported by Langenburg to approve the minutes of the November 17, 2021 meeting. Motion carried.

Motion by Delamarter, supported by Leeson to approve the minutes of the January 19, 2022 meeting. Motion carried.

There were no comments during Citizen's Comments.

Old Business:

Zoning Amendment, Adjacent Neighborhoods, was presented in the Village of Cass City Ordinance format and was reviewed by the Commission.

Motion by Delamarter, supported by Leeson to send the proposed Zoning Ordinance, Adjacent Neighborhoods, to the Cass City Village Council for adoption, pending legal review. Motion carried.

Zoning Amendment, Signs, was presented in the Village of Cass City Ordinance format and was reviewed by the Commission.

Motion by Tamlyn, supported by Langenburg to send the proposed Zoning Ordinance, Signs, to the Cass City Village Council for adoption, pending legal review. Motion carried.

New Business:

The 2021 Cass City Planning Commission Annual Report was presented and reviewed.

Motion by Tamlyn, supported by Delamarter to approve and forward the 2021 Cass City Planning Commission Annual Report to the Cass City Village Council. Motion carried.

The proposed Amended Cass City Planning Commission Bylaws were presented and reviewed.

Motion by Langenburg, supported by Delamarter to adopt the Amended Cass City Planning Commission Bylaws. Roll Call Vote: Delamarter: yea, Leeson: yea, Langenburg: yea, Tamlyn: yea, Gray: yea. Excused: Barnes, Severance. Motion carried.

Professional Development:

The proposed 2022 Cass City Planning Training Strategy Plan was presented and reviewed.

Motion by Leeson, supported by Tamlyn to adopt the 2022 Cass City Planning Training Strategy Plan. Motion carried.

Clerk/Treasurer Nanette Walsh distributed Robert's Rules of Order pamphlets and did a presentation on parliamentary procedure, highlighting Common Motions and Useful Motions.

Other Business:

Chairperson Gray led general discussion on upcoming local businesses that may need Planning Commission assistance with signage, zoning, and review issues. Manager Powell will keep the Planning Commission updated as these businesses move forward.

**Motion to adjourn the meeting at 7:43 pm, was made by Tamlyn and supported by Leeson.
Motion Carried.**

Respectfully submitted,

Nanette Walsh, Clerk/Treasurer, CPFA, CMC, CPFIM